REVISED 2/24/10

AGENDA ZONING COMMITTEE OF THE SAINT PAUL PLANNING COMMISSION Thursday, March 4, 2010 3:30 P.M. City Council Chambers Third Floor City Hall - Saint Paul, Minnesota

NOTE: The order in which the items appear on this agenda is not necessarily the order in which they will be heard at the meeting. The Zoning Committee will determine the order of the agenda at the beginning of its meeting.

APPROVAL OF FEBRUARY 11, 2010 ZONING COMMITTEE MINUTES

SITE PLAN REVIEW – List of current applications (Tom Beach, 651-266-9086)

NEW BUSINESS

1 10-106-259 Sabrina DeMars /Craig Jensen

Re-establishment of nonconforming use as a duplex 924 Eleanor Ave, SW corner at Milton R4
Sarah Zorn 651-266-6570

*2 10-105-510 Melvin Miller

Conditional use permit for transitional housing facility for 6 adult male residents 1116 Pacific St, SW corner at Frank R4

Emily Goodman 651-266-6551 *APPLICATION DETERMINED INCOMPLETE

DISCUSSION

Minor Text Amendments for Chapters 60 and 61 of the Zoning Code Citywide

Kate Reilly 651-266-6618

ADJOURNMENT

ZONING COMMITTEE MEMBERS: Call Allan Torstenson at 266-6579 or Samantha Langer at 266-6550 if you are unable to attend the meeting.

APPLICANT: You or your designated representative must attend this meeting to answer any questions that the committee may have.





CITY OF SAINT PAUL Christopher B. Coleman, Mayor

25 West Fourth Street Saint Paul, MN 55102 Telephone: 651-266-6565 Facsimile: 651-228-3261

To: Zoning Committee

From: Kate Reilly (266-6618)

Date: February 25, 2010

Re: Minor Zoning Text Amendments

Please review the attached Planning Commission Resolution and City Council Ordinance regarding the Minor Zoning Text Amendments for Chapters 60 and 61 of the Zoning Code.

On March 4, 2010 we will review these documents. It is my hope that we will be able to forward these amendments to the Planning Commission for recommendation to the City Council for an ordinance change to Chapters 60 and 61 of the Zoning Code.

city of saint paul planning commission resolution file number date
MINOR ZONING TEXT AMENDMENTS
WHEREAS, the Saint Paul Zoning Code is established to promote and to protect the public health, safety, morals, aesthetics, economic viability and general welfare of the community; and
WHEREAS, Section 61.801(b) of the Zoning Code authorizes the Saint Paul Planning Commission to initiate amendments to the code; and
WHEREAS, the current Saint Paul Zoning Code, found in chapters 60 through 69 of the Saint Paul Legislative Code, contains minor text errors that should be corrected and language regarding a variety of topics that should be clarified; and
WHEREAS, a zoning study was initiated on December 5, 2008 to propose minor text amendments to the Zoning Code to enhance the legibility and utility of the code; and
WHEREAS, a Planning Commission public hearing on the identified minor text amendments for Chapters 60 and 61 of the Saint Paul Legislative Code was held on February 19, 2010; and
WHEREAS, no public testimony was received and the matter was referred back to the Zoning Committee;
NOW, THEREFORE, BE IT RESOLVED that the Saint Paul Planning Commission recommends that the City Council adopt these minor text amendments to the Saint Paul Zoning Code
moved by
seconded by in favor
against

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Green Sheet	#

ORDINANCE CITY OF SAINT PAUL, MINNESOTA

P	resented by
-1	An ordinance amending Legislative Code Chapters 60 and 61,
2	correcting errors and updating and clarifying language.
<i>3</i>	WHEREAS, the Planning Commission, on January 8, 2010, released for public review draft minor
5	text amendments to Chapters 60 and 61, and set a public hearing for February 19, 2010; and
6	WHIPDEAG. 11'-1 - '
7 8	WHEREAS, a public hearing on the proposed minor text amendments was conducted by the Planning Commission on February 19, 2010, at which all persons present were allowed to testify;
9	and
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11 12	WHEREAS, the Planning Commission considered the public testimony and the recommendations of its Zoning Committee on the proposed amendments to Chapters 60 and 61 of the Zoning Code, and
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	WHEREAS, a public hearing before the City Council having been conducted on <u>[April 21, 2010?]</u> , at which all interested parties were given an opportunity to be heard, the Council having
17	considered all the facts and recommendations concerning the amendments; NOW THEREFORE,
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19 20	THE COUNCIL OF THE CITY OF SAINT PAUL DOES HEREBY ORDAIN:
21	Section 1
22	That Legislative Code Chapter 60 Zoning Code - General Provisions and Definitions; Zoning
23 24	Districts and Maps Generally is hereby amended as follows:
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	Sec. 60.109. Other city, local, regional, state and federal regulations.
27 28	(b) Reference to other regulations. In addition to the requirements of this zoning code, all uses
29	and development shall comply with all other applicable city, local, regional, state and federal
80	laws and regulations. All references in this zoning code to other city, local, regional, state or
31 32	federal regulations are for informational purposes only, and do not constitute a complete list of such regulations. These references do not imply any responsibility by the city for enforcement
3	of other local, regional, state or federal regulations.
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5	Sec. 60.112. Severability.
7	Sec. 00.112. Severability.
	(a) Severability of text. If any section, clause, provision, or portion of this zoning code is
9	determined to be invalid or unconstitutional by a court of competent jurisdiction, that <u>section</u> , <u>clause</u> , <u>provision</u> , <u>or portion</u> shall be deemed severed from the zoning code, and such
1	determination shall not affect the validity of the remainder of the zoning code.
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Sec. 60.203. B.

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Building height. The vertical distance measured from the established grade to the highest point of the roof surface for flat and shed roofs; to the break line of mansard and gambrel roofs; and to the average height between eaves and ridge for gable and hip roofs. Where a building is located on sloping terrain, the height may be measured from the average ground level of the grade at the building wall. The existing grade of the property shall may not be raised around a new building or foundation in order to comply with the height requirements of this code. When there is a dormer built build into the roof, the height is measured to the midpoint of the dormer roof if the dormer(s) roof width exceeds fifty (50) percent or more of the building roof width on the side where the dormer(s) is located any side of the building.

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57 Sec. 60.205. D.

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Dwelling unit. A building, or portion thereof, designed for occupancy by one (1) family for residential purposes used or intended to be used for living, sleeping and cooking or eating purposes
One or more rooms, designed, occupied or intended for occupancy as a separate living quarter, with a single complete kitchen facility (stove, refrigerator, and sink), sleeping area, and bathroom provided within the unit for the exclusive use of a single household.

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66 Sec. 60.207. F.

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68 Floor area, gross leasable (for the purposes of computing shared parking under section 63.1206). The total floor area of a building or structure designed for the tenants' occupancy and exclusive use, including basements, mezzanines and upper floors, expressed in square feet and measured from the outside face of the exterior walls and from the centerline of common walls or joint partitions. All that area for which tenants pay rent, including sales and integral stock areas, but excluding stairwells, elevator shafts, mechanical rooms, space related to the operation and maintenance of the building, and lobbies and bathrooms located for common or public use rather than for tenant or 75 internal use. Floor area, usable. That area used for or intended to be used for the sale of merchandise or services, or for use to serve patrons, clients or customers and all that area devoted to employee workspace. Such floor area which is used or intended to be used principally for the storage of merchandise, hallways, elevator or stair bulkheads or for utilities or sanitary facilities shall be excluded from this computation of "usable floor area." Measurement of usable floor area shall be the horizontal areas of the several floors of the building, measured from the exterior faces to the exterior walls-81 82

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Sec. 60.213. L.

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86 Lot, flag. A lot with street access provided to the bulk of the lot by means of a corridor of lesser
 87 width.

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89 Lot width. The horizontal distance between the side lot lines, measured at the two (2) points where 90 the building line or required front setback line intersects the side lot lines. For flag lots or pie-91 shaped lots, the lot width shall be the horizontal distance between the side lot lines, measured at the 92 proposed front building line. Regardless of lot shape, the minimum lot width shall be met for the 93 entire length of the principal building. 94 95 96 Sec. 60.220. S. 97 Superintendent of parks. The superintendent of parks of the City of Saint Paul. 98. 99 Street, improved. A public or private right-of-way, other than an alley, payed with concrete, brick or bituminous material, or with an oiled surface, that is maintained for the purpose of providing access to abutting property. 101 102 103 Sec. 60.306. Zoning lot, more than one zoning designation. 105 A use may be developed on a zoning lot that has two (2) or more zoning district designations so 106 long as the use is permitted in each of the zoning districts. The minimum zoning requirements of each district shall apply to that part of the zoning lot in each zoning district. Parking for the use 107 108 may be allowed anywhere on the lot as otherwise regulated by the code for each zoning district. 109 110 111 Section 2 112 113 That Legislative Code Chapter 61 Zoning Code – Administration and Enforcement is hereby 114 amended as follows: 115 116 Sec. 61.101. Building permits. 117 118 No building or grading permit shall be issued for the construction, erection, alteration, moving, demolition or use of any building or structure or part thereof, or for the use of any land, which 120 creation, alteration, moving or use is not in accordance with all provisions of this code. No renewal 121 of an expired building or grading permit shall be issued for a use or structure made nonconforming 122 by amendments to this code. 123 The holder of every building or grading permit for the construction, erection, alteration, moving or demolition of any building, structure or part thereof shall notify the building inspector immediately

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Sec. 61.103. Reserved Final inspection.

The holder of every building permit for the construction, erection, alteration, repair or moving of any building, structure or part thereof shall notify the zoning administrator immediately upon the completion of the work authorized by such permit, for a final inspection.

upon the completion of the work authorized by such permit, for a final inspection.

Council File #	
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134 Sec. 61.104. Permits issued, documents to be recorded.

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136 Upon approval of a site plan, permit, variance, or other zoning approval by the zoning or planning

137 administrator, planning commission, board of zoning appeals or city council, the applicant shall be

138 issued a permit, or a letter of approval in the case of a site plan, upon which all conditions or

139 limitations imposed shall be recorded. A certified copy of every conditional use permit modification

140 granted by the planning commission or and subdivision variance granted shall be filed with the

141 county recorder or registrar of titles but shall not constitute an encumbrance on real property. All

142 permits, modifications and subdivision variances shall include the legal description of the property

143 involved.

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146 Sec. 61.105. Period of decision.

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148 No decision of the zoning or planning administrator, planning commission, board of zoning appeals

149 or city council approving a site plan, permit, variance, or other zoning approval shall be valid for a

150 period longer than two (2) years, unless a building permit is obtained within such period and the

151 erection or alteration of a building is proceeding under the terms of the decision, or the use is

152 established within such period by actual operation pursuant to the applicable conditions and

153 requirements of the approval, unless the zoning or planning administrator grants an extension not to

154 exceed one (1) year. If the use approved is no longer permitted because this code has been amended,

155 the use must meet the requirements of Sec. 61.803.

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158 Sec. 61.106. Similar use determination

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160 When a specific use is not listed in the zoning code, the zoning administrator shall issue a statement

161 of clarification, finding that the use is or is not substantially similar in character and impact to a use

162 regulated herein. Such statement of clarification shall include the findings that led to such

163 conclusion and shall be filed in the office of the zoning administrator. If the zoning administrator

164 finds that the use is not sufficiently similar to any other use specifically listed and regulated in the

165 zoning code, any person proposing such use may file an application for the planning commission to

determine if a use is or is not similar to other uses permitted in each district. The zoning

167 administrator or planning commission shall make the following findings in determining one (1) use

168 is similar to another:

169 (a) That the use is similar in character to one (1) or more of the principal uses permitted.

170 (b) That the traffic generated on by such use is similar to one (1) or more of the principal uses permitted.

172 (c) That the use is not first permitted in a less restrictive zoning district.

173 (d) That the use is consistent with the comprehensive plan.

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176 Sec. 61.108. Conditions violated, permit revocation.

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178 The zoning administrator shall notify the planning commission or the board of zoning appeals when

179 a development covered by a site plan, permit, variance, determination of similar use, or other zoning

Council File #	•	

- 180 approval permit or other matter is not in compliance with any of the conditions imposed upon such
- 181 use approval permit. The commission or the board may, at a public hearing, following notice to the
- 182 owner of subject property and other adjacent property owners as specified in section 61.303(c), and
- 183 upon determination that the conditions imposed by such approval are not being complied with,
- 184 revoke the authorization for such approval and require that such use be discontinued. The
- 185 commission or the board, in lieu of revoking the permission, may impose additional conditions,
- 186 modify existing conditions, or delete conditions which are deemed by the commission or the board

187 to be unnecessary, unreasonable or impossible of compliance.

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190 Sec. 61.201. Zoning administrator.

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192 (a) The <u>director building official</u> of the department of safety and inspections shall <u>designate a zoning</u>
193 <u>administrator to enforce this code and is hereby designated the zoning administrator.</u>
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196 Sec. 61.302. Application forms and fees.

198 (b) Fee schedule. Fees for the following zoning control applications shall be as follows:

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- (17) Reserved. Large Sites: For large sites where only a portion of the site is affected by the zoning action, the zoning or planning administrator may set the fee based on the size of the affected portion of the site.
- (18) SFV state fair vending permit: Annual fee of one hundred dollars (\$100.00) per parcel on which vending will occur.

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Sec. 61.402. Site plan review (all districts). by the planning commission.

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208 (a) Plan to be submitted. A site plan shall be submitted to and approved by the planning
209 commission before a permit is issued for grading or the erection or enlargement of any
210 building gross floor area for any development except one- and two-family dwellings, but and
211 including the following:

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213 (16) Demolition of any principal residential or commercial structure where the new use of the site will be parking or storage.

215 (b) Site plan application:

Application for site plan approval shall include nine (9) sets of plans with sufficient detail to demonstrate that the plan compliesance with the provisions of this code, including floor plans necessary to determine compliance with parking and safety standards and elevation plans to determine compliance with design standards.

220 (c) Site plan review and approval. In order to approve the site plan, the planning commission shall consider and find that the site plan is consistent with:

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- (11) Provision for erosion and sediment control as specified in the Minnesota Pollution Control Agency's "Manual for Protecting Water Quality in Urban Areas." "Ramsey Erosion and Sediment Control Handbook."
- 226 (e) Security agreement. Before the site plan is approved, the applicant shall The zoning

administrator may require the applicant to file a security agreement in the form of an 227 irrevocable letter of credit, a performance bond, or cash escrow equal to the estimated cost, as 228 determined by the zoning administrator, to install required landscaping, paving, screening, 229 erosion and sediment control or items required by special condition. Such security agreement 230 performance bond shall be secured and filed with the zoning administrator within three (3) 231 months one (1) year from the date the applicant was notified of the intent to approve the site 232 plan- unless the zoning administrator, upon written request of the applicant, may grants an 233 extension not to exceed one (1) year. 234 235

Upon completion of the bonded work items covered by the security agreement, the owner shall apply to the zoning administrator for final inspection. If the zoning administrator finds that all installations meet the requirements of approved plans and specifications, the security agreement shall be released. However, a security agreement for landscaping shall be effective and held for one (1) year after completion of the work in order to ensure that such landscaping will survives.

If improvements <u>covered by the security agreement</u> are not completed as proposed within the established time limit, the city may proceed to require performance by the surety, or complete such installation by contract or force account and seek reimbursement of its costs from the security agreement. The zoning administrator shall have the right to accept a cash escrow or irrevocable letter of credit in lieu of a bond in an amount and under such circumstances as the zoning administrator shall determine appropriate. If seasonal weather conditions or phasing of construction present practical difficulties in the installation or completion of landscaping, paving, screening or any required item, <u>written extension of the time limit for completion, may be delayed for not to exceed more than six (6) months, may be granted by the zoning administrator. The extension of time shall be granted in writing.</u>

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253 Sec. 61.503. Conditional use permit, change requiring new permit

255 A change to a conditional use requires a new permit when one of the following conditions occurs:

- 256 (a) A conditional use changes from one conditional use to another conditional use.
- The floor area of a conditional use expands by fifty (50) percent or more. For a conditional use existing on October 25, 1975, expansion is the sum of the floor area of all the expansions since then. For a conditional use established after October 25, 1975, expansion is the sum of the floor area of all the expansions since being established. Floor area does not include floor area which is accessory to a principal use and which does not result in the expansion of a principal use.
- 262 (c) For a conditional use permit triggered by floor area, the floor area expands to be larger than the
 263 floor area that triggers the requirement for a conditional use permit for the first time; or if
 264 already larger than the floor area that triggers the requirement for a conditional use permit, the
 265 floor area expands by ten (10) percent or more.
- The building containing a new conditional use is torn down and a new building is constructed, even if the new building contains the same or less floor area.
- 268 (ed) The principal use of a conditional use expands onto an abutting lot, such as a used car lot or a fast food restaurant building addition expanding onto an abutting lot.
- 270 (<u>fe</u>) The number of residents in a community residential facility increases, or the number of rooming units in a rooming or boarding house increases.
- 272 (gf) A college, university or seminary adds a school building or an off-street parking facility for its

Council File #	

exclusive use outside of its approved campus boundary. 273

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276 Sec. 61.601. Variances.

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- 278 The board of zoning appeals and the planning commission shall have the power to grant variances 279 from the strict enforcement of the provisions of this code upon a finding that:
- 280 The property in question cannot be put to a reasonable use under the strict provisions of the 281
- 282 (b) The plight of the landowner is due to circumstances unique to the property, and these 283 circumstances were not created by the landowner;
- 284 The proposed variance is in keeping with the spirit and intent of the code, and is consistent (c) with the health, safety, comfort, morals and welfare of the inhabitants of the city; 285
- 286 (d) The proposed variance will not impair an adequate supply of light and air to adjacent property, 287 nor will it alter the essential character of the surrounding area or unreasonably diminish 288 established property values within the surrounding area;
- 289 (e) The variance, if granted, would not permit any use that is not permitted under the provisions of 290 the code for the property in the district where the affected land is located, nor would it alter or 291 change the zoning district classification of the property; and
- 292 (f) The request for variance is not based primarily on a desire to increase the value or income 293 potential of the parcel of land.
- 294 In granting a variance, the board shall state the make written findings stating the grounds upon 295 which it justifies the granting of a variance is justified. Hardship as described in the finding set out in 296 subsection (a) above shall include the need for access to direct sunlight for solar energy systems.

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299 Sec. 61.701. Administrative appeals.

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- 301 (a) The board of zoning appeals shall have the power to hear and decide appeals where it is alleged by the appellant that there is an error in any order, requirement, permit, decision or refusal made by the zoning administrator in carrying out or enforcing any provision of theis code.
- 305 (b) The board of zoning appeals shall have the power to hear and decide appeals of orders, 306 decisions or determinations made by the building official relative to the application and 307 interpretation of the state building code.
- (b)(e) The grant or denial of approval by the planning or zoning administrator of site plans, permits, 308 309 similar use determinations or other matters that the planning commission has, by rule, 310 delegated to the planning or zoning administrator is subject to appeal to the planning 311 commission.
- (c)(d)An appeal may be taken by any person, firm or corporation, or by any office, department, 312 313 board or bureau affected by a decision of the planning or zoning administrator or building 314 official within ten (10) days after the date of the decision appealed from shall have been served 315 either in person or by mail upon the owner of the property which is the subject matter of the 316 decision, and. The appeal shall specify the grounds of the appeal. The planning or zoning administrator shall forthwith transmit to the board or commission all of the papers constituting 317 318 the record upon which the action appealed from was taken. An administrative appeal shall stay

Council File #		•	1
Council File #	•		

all proceedings, including criminal proceedings, in furtherance of the action appealed from unless the zoning administrator or building official certifies to the board or commission, after notice of appeal has been filed, that by reason of facts stated in the certificate a stay would cause imminent peril to life or property, in which case the proceedings shall not be stayed otherwise than by a restraining order granted by a court of competent jurisdiction.

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326 Sec. 61.702. Appeals to city council.

- The city council shall have the power to hear and decide appeals where it is alleged by the 328 (a) appellant that there is an error in any fact, procedure or finding made by the board of zoning 329 appeals or the planning commission. An appeal may be taken to the city council by any person, 330 firm or corporation or by any office, department, board or bureau affected by a decision of the 331 board of zoning appeals or planning commission. Such appeal shall be taken within ten (10) 332 days after the date of the decision appealed from and shall specify the grounds for the appeal. 333 Appeals of decisions by the board of zoning appeals shall be filed with the department of 334 safety and inspections-zoning administrator; appeals of decisions by the planning commission 335 shall be filed with the zoning section of the planning division, administrator, except that 336 Aappeals of decisions by the planning commission on site plan review shall be filed with the 337 department of safety and inspections zoning administrator. Appeals shall specify the grounds 338 thereof and be accompanied by payment of the required fee. 339
 - (b) The city council shall conduct a hearing on the appeal, shall give due notice of the hearing to all interested parties as required under section 61.303, and shall render a decision on the appeal without unreasonable delay. Any person may appear and testify at the hearing either in person or by duly authorized agent or attorney.

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346 Sec. 61.704. Orders.

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In exercising the above powers, the city council, planning commission, or board of zoning appeals may reverse or affirm, wholly or partly, or may modify the orders, requirements, decision or determination as ought to be made. To that end, the board of zoning appeals shall have all the powers of the zoning administrator and the building official, and the city council shall have all the powers of either the board of zoning appeals or the planning commission. All final decisions, orders, requirements or determinations by the board of zoning appeals, planning commission, and/or city council shall be in the form of a written resolution. The city council shall serve a copy of the resolution upon the appellant and/or the owner of the affected property, zoning administrator, planning commission and board of zoning appeals by mail or personal service. The board of zoning appeals or planning commission shall serve a copy of the resolution upon the appellant and/or owner of the affected property, the zoning administrator and the planning administrator. Decisions of the city council on all matters within its jurisdiction shall be final subject only to judicial review by a court of competent jurisdiction.

Council File #	
Council File #	

	Sec. 61.803. Amer	ndment's el	ffect on p	pending u	ses and structures.
365 366 367 368 369 370 371 372 373 374 375 377 378 381 382 383 384 385 386 387	before amendments established or constablished or council; and opermits shall be structures. If the constructures. If the constructures or constablished or constablished or constablished before the constablished or constablished or constablished before the constablished before the constablished or constablished before the constablished before	s to this zon tructed, pro- structures the fective date of the land section is and appropriate the board of t	ing code vided that at need 2 of the an n 61.302 vals. at need beted, provided for a sure received for the sure of the sure of the theory of t	but are not they me zoning per mendment d accepted, or the use puilding per vided that ived all regappeals, rmit applithe establish the use issuance instructed. The considerapprovals he amend	ructures that were permitted to be constructed of longer permitted by the amendments may be set the following conditions: mits or approvals to be established or constructed, is, applications for all required zoning permits and it as complete for meeting all requirements of ites and structures shall have received all required ermits to be established or constructed, prior to may before the effective date of the amendments.: (1) quired zoning permits from the planning or if the zoning permits are appealed, the city cations shall have been made or valid building lishment of the uses or for the construction of the sees or the construction of the structures has not of the building permits, the uses or structures may For the purpose of this section demolition red construction. and not needing building permits must be ments. adopted in accordance with Minnesota Statutes,
89	chapter 462.333, su	odivision 4.		* •	
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91	Section 3				
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93	This ordinance shall	become et	fective th	11rty (30)	days after its passage, approval, and publication.
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		Yeas	Nays	Absent	
	Bostrom	·	Tiuju	11000110	Requested by Department of:
	Carter				Planning and Economic Development
	Harris				
	Helgen				By:
	Lantry				
	Stark			· ·	
	Thune				Form Approved by City Attorney

By:

Form Approved by Mayor for Submission to Council

Adopted by Council: Date

Approved by Mayor: Date

Ву: __

Adoption Certified by Council Secretary